

Holt Renfrew Donation Request Application

Instructions:

1. Complete all sections of the Donation Request Form. Provide the information requested in the section provided. Please do not attach a proposal and answer, "please see attached". We encourage organizations to provide additional information as needed, but the focus of the review process will be from the completed Donation Request Form.
2. Send your request to: donations@holtrenfrew.com

OR

Donation Requests
Attn: Michelle Iwai
60 Bloor Street West, Suite 300
Toronto, ON
M4W 3B8

Please Note:

- Only CRA registered charities are eligible for donations.
- All requests must include a fully completed Donation Request Form in order to be considered.
- The primary programs and/or services of your organization must be provided within Canada.

Donation Request Form

Section 1: Contact Information

Organization Name:

Contact Person:

Title:

CRA Charitable Registration Number:

Address:

Telephone:

Fax:

Email:

Website:

Has Holt Renfrew supported you in the past? If so, what year (s) did you receive funding and what was the amount:

Yes No

2009 – Amount:

2011 – Amount:

2013 – Amount:

2010 – Amount:

2012 – Amount:

Other:

Section 2: Organization Profile

2.1. Provide a brief history of your organization, focusing on its purpose, along with your organization's website.

2.2. Is the charity linked to a provincial, national, or international organization? If yes, what is the name of this organization and its CRA registration number, and describe how the different levels work together.

2.3. Has the Charity amalgamated, merged or consolidated with another organization, or changed its name within in the last 3 years? List the charity or charities and the year of consolidation and/or name change.

2.4. Describe in detail the different services you provide, the region(s) you serve, who the intended beneficiaries are for each and what the allocation of resources is to each.

2.5 How many individuals participate in programs provided by the organization annually? Provide total # of individuals helped as well as a breakdown between programs.

2.7. Describe the impact your services have on individuals who participate in your programs.

2.8 How do you promote your programs and services to the community?

Section 3: Accountability

3.1. If you have received funding from Holt Renfrew in the past, please describe how the previous donation(s) was used.

3.2. What donation amount are you requesting and when will you require this by?

3.3. Describe the activities that you propose to undertake with the donation requested.

3.4. What benefits, qualitative and quantitative, do you anticipate will result from this donation?

3.5. How will you measure the success of this donation and how do you intend to communicate its success back to Holt Renfrew?

3.6. Will you provide a Tax Receipt to Holt Renfrew?